

Employee Benefits

*As a Commonwealth of Virginia employee you are entitled to the following benefits:
(This list is not exclusive)*

12 Paid Holidays

- New Year's Day
- Lee-Jackson Day
- Martin Luther King, Jr. Day
- George Washington Day
- Memorial Day
- Independence Day
- Labor Day
- Columbus Day
- Veteran's Day
- Thanksgiving (2 days)
- Christmas Day

457 – Deferred Compensation Plan and Cash Match

- The 457 – Deferred Compensation plan is a payroll-deducted tax deferred retirement savings plan for all employees of the Commonwealth of Virginia (this benefit is offered to hourly employees).
- The cash match plan is a retirement savings plan funded by matching contributions given by the employee and the Commonwealth.

Defined Retirement Benefit Plan

- Employees at retirement age receive a retirement benefit by a determined formula and not based on accumulated contributions in a retirement account. This formula is based on retirement age, average final compensation (AFC) and years of service.

Disability (Short and Long Term)

- The Short and Long Term Disability program, Virginia Sickness and Disability Program (VSDP), provides income replacement to eligible employees during periods of disability. The VSDP program covers both work related and non-work related periods of disability.

Employee Assistant Programs (EAP)

- The Commonwealth's Employee Assistance Program can help employees deal with personal problems such as substance abuse, marital issues and legal problems.

Flexible Benefits Program

- The Flexible Reimbursement program is an IRS tax-favored program which allows employees to stretch their medical expenses and dependent dollars. Under the program employees can set aside part of their pay each pay period on a pre-tax basis for one, or both of the accounts, medical and/or dependent care.

Group Life Insurance

- As an employee of the Commonwealth life insurance is offered through the Minnesota Life Insurance Company. Employees who are full-time and work at least 20 hours a week are eligible for life insurance. There are two types of life insurance offered during active employment to eligible employee's, Basic and Optional. Basic life insurance is employer paid however, Optional life insurance is paid by the employee

Health Benefits

- Full-time and/or part-time employees for the Commonwealth of Virginia are eligible for the health benefits program as well as qualified dependents of the employee. Dependents that may be covered include a legally married spouse and/or dependent children. Employee's who choose to carry dependents on their health care insurance must provide proof of eligibility such as a marriage license, W-2 and/or birth certificate.

Leaves of Absence

- Commonwealth of Virginia full-time and part-time classified employees are eligible for leaves of absence under the following leave categories, Annual, Family Personal, Sick, Military, Administrative and Community Service just to name a few. For a complete list of leave categories please contact the VIDC Human Resources Department.

Long Term Care

- Commonwealth employees who participate in the Virginia Sickness and Disability Program (VSDP) are covered under the VSDP Long Term Care Plan (LTC). Coverage for LTC is at no cost and employees are eligible the first day of employment. The Virginia Retirement System (VRS) has contracted the Long Term Care Group, Inc. to administer Long Term Care benefits to VSDP participants.
- Commonwealth employees who work at least 20 hours a week for a state agency, public college/university as well as political subdivision and school division have an option to purchase additional Long Term Care Insurance under the Voluntary Long Term Care Program. The Voluntary LTC program is administered by Genworth Life Insurance Company. Under the Voluntary LTC program employees may carry eligible dependents ages 18 – 79. For a complete list of available dependents contact the VIDC Human Resources Department.

Wellness Programs

- Employees of the Commonwealth have access to the CommonHealth wellness program. The goal of CommonHealth is to "make a difference in the health of employees and the workplace by integrating health into the work culture" (CommonHealth website). CommonHealth sponsors programs such as the Weight Watchers, "Future Mom's" prenatal program, and "Quit for Life" to help employees stop smoking along with offering discounts to employees for various fitness centers.

***For a complete list of benefits available to state employees, please visit
<http://www.dhrm.state.va.us/employeebenefits.html>***